



Kaho'olawe Island Reserve Commission is seeking applications from qualified candidates for the following position. The position is a limited term appointment not to exceed June 30, 2004 with the possibility of extension depending on project needs and funding availability.

CONTINUOUS RECRUITMENT UNTIL NEEDS ARE MET.

GIS/CAD/LAN Specialist

Duties: Works with KIRC programs to develop Environmental GIS database for use by the programs for on-going environmental restoration of the Reserve. Will be responsible for creating maps and other graphics documents required by the programs for management of the Reserve. Maintains and keeps current the environmental GIS database. Will be responsible for GIS hardware and software maintenance including software licenses and upgrades. Under the supervision of the Senior Program Manager, will be responsible for the transfer of Kaho'olawe Ordnance Clearance GIS data from the Navy's contractor. Will act as the sole point of contact for KIRC staff in retrieving cleanup data and creating maps as required by the programs. Will assist Senior Program Manager in future transfer of cleanup data from the Navy's contractor. Will be responsible for maintaining the cleanup data including the maintenance of GIS Data server hardware and software. Maintains and keeps current KIRC Local Area Network (LAN) including email server, file server, Web serve, and user account and passwords. Will be responsible for troubleshooting shooting the LAN and assisting KIRC staff in resolving computer problems. Will be responsible for timely data back up from server and client computers. Will be responsible for notifying the Senior Program Manager on any hardware/software upgrade required for prompt and proper functioning of the LAN. Works with outside consultants to upgrade KIRC's current web page. Will be responsible for day-to-day management, maintenance, and upkeep of KIRC web page.

Minimum Qualifications: A bachelor's degree in Computer Science, Engineering, Architecture, Planning, or related field.

Required Experience: Minimum of two years of professional experience in developing and managing environmental GIS database. Must be proficient in using Oracle Enterprise, Oracle Spatial/Locator, Microstation, Geomedia as well as other related Microsoft soft wares such as Access and Project. Certification as a Microsoft Certified System Engineer highly desirable.

Allowable Substitutions: Four years of professional experience in managing an environmental GIS, working with Oracle, Geomedia, Microstation, and certification as a Microsoft Certified System Engineer may be substituted for a bachelor's degree.

The position will be based on KIRC Maui office and will require occasional fieldwork on Kaho'olawe including some over night stays.

The position requires an understanding of the history of the Kaho'olawe Island Reserve and familiarity with Hawaiian history, language, and cultural traditions.

A valid Hawaii State driver's license (Type 3) prior to appointment is required the position. Must have own transportation.

Submit State of Hawaii form HRD 315, HRD 330-Applicant Data Survey, HRD 319-Hawaii State Residency Questionnaire, a cover letter explaining how you meet the minimum qualifications and experience requirements to:

**Executive Director
Kaho'olawe Island Reserve Commission
811 Kolu Street, Suite 201
Wailuku, HI 96793**

A 'pdf' version of the application forms can be downloaded from the KIRC website by going to <http://www.hawaii.gov/kirc/employment/forms/forms.html>. Application forms can also be obtained by calling the KIRC office at (808) 243-5020.

State of Hawaii is an Equal Opportunity Employer.